



## UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/632,341	08/03/2000	Suzanne M. Jordan	END9 2000 0041 US1

Shelley M Beckstrand PC  
Attorney At Law  
314 Main Street  
Owego, NY 13827

## FORMALITIES LETTER



\*OC000000005442585\*

Date Mailed: 10/02/2000



## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given TWO MONTHS from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 130.

*A copy of this notice **MUST** be returned with the reply.*

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

10/31/2000 HBERHE 00000079 090457 09632341  
01 FC:105 130.00 CH



IN THE UNITED STATES PATENT & TRADEMARK OFFICE

In re application of: : Serial No.: 09/632,341  
Suzanne M. Jordan et al : Group Art Unit: 2857  
Filed: 08/03/2000 : Examiner: N/A  
Title: SYSTEM AND METHOD FOR : IBM Corporation  
MEASURING AND MANAGING : Intellectual Property Law  
PERFORMANCE IN AN INFORMATION : Department N50/40-4  
TECHNOLOGY ORGANIZATION : 1701 North Street  
Endicott, NY 13760

RESPONSE TO "NOTICE TO FILE MISSING PARTS OF APPLICATION"

Assistant Commissioner For Patents

Washington, D.C. 20231

Dear Sir:

In response to the "Notice To File Missing Parts of Application" received in the present patent application and dated 10/02/2000, enclosed please find a fully executed declaration.

Please charge the surcharge fee, under 37 CFR 1.16(e), of \$130.00 to our deposit account number 09-0457. A duplicate copy of this letter is enclosed.

Respectfully submitted,

Date 10/24/00

By John R. Pivnichny  
John R. Pivnichny  
Reg. No. 43,001

Phone: (607) 755-6565

Docket No: EN920000041US1

**Response To Notice To File Missing Parts Of Application  
Filing Date Granted (PTO-1533)(Large Entity)**

Docket No.  
**END920000041US1**

In Re Application Of: **Suzanne M. Jordan et al**

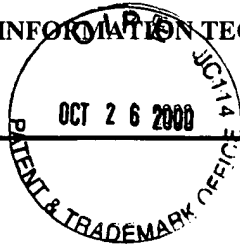
Serial No.  
**09/632,341**

Filing Date  
**08/03/00**

Examiner  
**N/A**

Group Art Unit  
**2857**

Invention: **SYSTEM AND METHOD FOR MEASURING AND MANAGING PERFORMANCE IN AN  
INFORMATION TECHNOLOGY ORGANIZATION**



TO THE ASSISTANT COMMISSIONER FOR PATENTS:

Box Missing Parts

This is a response to the Notice to File Missing Parts of Application - Filing Date Granted (PTO-1533) mailed on

10/02/00

*Date*

Enclosed herewith for filing are the following:

- ☒ A copy of the Notice to File Missing Parts of Application - Filing Date Granted (PTO-1533). **(REQUIRED)**
- ☐ An oath or declaration in compliance with 37 CFR 1.63, including residence information and identifying the application by the above Application Number and Filing Date.
- ☒ A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date.
- ☐ An oath or declaration in compliance with 37 CFR 1.63 listing the names of all inventors and signed by the omitted inventor(s), identifying this application by the above Application Number and Filing Date.
- ☐ A verified English translation of the non-English language application papers as originally filed. It is requested that this translation be used as the copy for examination purposes in the United States Patent and Trademark Office.
- ☐ Other (list):

**Response To Notice To File Missing Parts Of Application  
Filing Date Granted (PTO-1533)(Large Entity)**

Docket No.  
**END920000041US1**

In Re Application Of: **Suzanne M. Jordan et al**

Serial No.  
**09/632,341**

Filing Date  
**08/03/00**

Examiner  
**N/A**

Group Art Unit  
**2857**

Invention: **SYSTEM AND METHOD FOR MEASURING AND MANAGING PERFORMANCE IN AN  
INFORMATION TECHNOLOGY ORGANIZATION**



TO THE ASSISTANT COMMISSIONER FOR PATENTS:

Box Missing Parts

☐ Completion of application fees as calculated below:

☐ Utility application filing fee

☐ Design application filing fee

☐ Total number of independent claims = \_\_\_\_\_

☐ Total number of claims = \_\_\_\_\_

☐ Multiple dependent claims

☒ Surcharge for late payment of filing fee and/or late filing of original declaration or oath **\$130.00**

☐ Petition and fee for filing by other than all the inventors or a person not the inventor

☐ Fee for processing an application filed with a non-English language specification

☐ Fee for processing and retention of application

Total completion of application fees **\$130.00**

This is a request under the provisions of 37 CFR 1.136(a) to extend the period for filing a response to the above-identified Notice to File Missing Parts of Application. The requested extension is as follows (check time period desired). If an additional time extension is required, please consider this a petition therefor.

☐ One month    ☐ Two months    ☐ Three months    ☐ Four months    ☐ Five months

from: \_\_\_\_\_ until: \_\_\_\_\_  
Date Date

Total time extension fees \_\_\_\_\_

Total fees due **\$130.00**

**Response To Notice To File Missing Parts Of Application  
Filing Date Granted (PTO-1533) (Large Entity)**

Docket No.  
**END920000041US1**

In Re Application Of: **Suzanne M. Jordan et al**

Serial No.  
**09/632,341**

Filing Date  
**08/03/00**

Examiner  
**N/A**

Group Art Unit  
**2857**

Invention: **SYSTEM AND METHOD FOR MEASURING AND MANAGING PERFORMANCE IN AN  
INFORMATION TECHNOLOGY ORGANIZATION**



TO THE ASSISTANT COMMISSIONER FOR PATENTS:

Box Missing Parts

The fee of **\$130.00** is to be paid as follows:

- ☐ A check in the amount of the fee is enclosed.
- ☒ The Commissioner is hereby authorized to charge any fees which may be required, or credit any overpayment, to Deposit Account No. **09-0457**  
A duplicate copy of this sheet is enclosed.
- ☐ If an additional extension of time is required, please consider this a petition therefor and charge any additional fees which may be required to Deposit Account No.  
A duplicate copy of this sheet is enclosed.

*John R. Pivnichny*  
Signature

**John R. Pivnichny, Reg. No. 43,001  
IBM, N50/040-4  
1701 North Street  
Endicott, NY 13760**

Dated: **10/24/00**

I certify that this document and fee is being deposited  
on **10/24/00** with the U.S. Postal Service as  
first class mail under 37 C.F.R. 1.8 and is addressed to the  
Assistant Commissioner for Patents, Washington, D.C.  
20231.


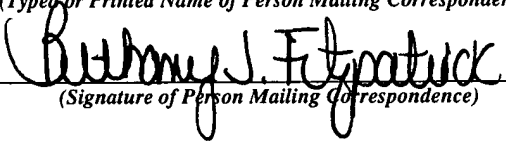
*Bethany J. Fitzpatrick*  
Signature of Person Mailing Correspondence

**Bethany J. Fitzpatrick**

Typed or Printed Name of Person Mailing Correspondence

CC:

SECTOR 1/8

<b>CERTIFICATE OF MAILING BY FIRST CLASS MAIL (37 CFR 1.8)</b> Applicant(s): <b>Suzanne M. Jordan et al</b>			Docket No. <b>END920000041US1</b>	
Serial No. <b>09/632,341</b>	Filing Date <b>08/03/00</b>	Examiner <b>N/A</b>	Group Art Unit <b>2857</b>	
Invention: <b>SYSTEM AND METHOD FOR MEASURING AND MANAGING PERFORMANCE IN AN INFORMATION TECHNOLOGY ORGANIZATION</b>				
<div style="float: left; width: 20%;">  </div> <div style="clear: both;"></div> <p>I hereby certify that this <u>Notice to File Missing Parts, Declaration &amp; Response to "Notice to File Missing Parts"</u>  <small>(Identify type of correspondence)</small></p> <p>is being deposited with the United States Postal Service as first class mail in an envelope addressed to: The Assistant Commissioner for Patents, Washington, D.C. 20231 on <u>10/24/00</u>  <small>(Date)</small></p> <div style="text-align: right; margin-top: 20px;"> <u>Bethany J. Fitzpatrick</u>  <small>(Typed or Printed Name of Person Mailing Correspondence)</small>    <small>(Signature of Person Mailing Correspondence)</small> </div> <p style="text-align: center; margin-top: 40px;"> <b>Note: Each paper must have its own certificate of mailing.</b> </p>				